

MAJESTIC AMERICA LINE -----FLEET INSTRUCTIONS			
Empress of the North			
Date Issued: 06/03/04	Date Revised: 06/03/04	Approved By: Randy Burns	

STANDING ORDERS M/V EMPRESS of the NORTH

☞ OBSERVE THE RULES OF THE ROAD ☞

1. The orders below must be read by each watch officer before taking their first watch on the bridge. He/she must sign on the appropriate line indicating that he/she understands these orders.
2. When alone on the bridge you should keep in mind that the time to take action for the vessel's safety is while there is still time.
3. An officer should be on the bridge at all times when the vessel is underway.
4. Before relieving the watch, the relieving officer will sign the night orders, acquaint themselves with the vessel's position, course and speed, weather conditions, and any contacts visual or by radar and obtain any pertinent information the officer to be relieved may have to pass on.
5. As watch officer of this vessel you are, when on duty, expected to keep a good watch and see to it that your lookout does the same.
6. When visibility becomes poor or if you anticipate that visibility may become poor because of fog, mist, rain, snow, or any other reason, call me. In the meantime post lookouts, start Fog Signals, reduce speed to safe speed. If necessary, post one lookout on the bow with a radio for deck to bridge communication.
7. Be sure your lookout is thoroughly familiar with his/her duties, that they keep alert and that they listen as well as look out for other vessels and possible hazards. He/she is not to be assigned other duties. When your personnel are on lookout, they should be properly dressed for the weather. If the weather is inclement, keep the lookout on the bridge. A lookout protected from the weather will keep a better watch.
8. **CALL THE CAPTAIN ANY TIME WHEN IN DOUBT**, but do so in ample time - better too soon than too late. Make sure the vessel is safe. Call me if the weather starts to make up or you think it might be necessary to change course or slow down. Do not allow the vessel to pound the seas.
9. Give passing vessels a good berth in ample time. DO NOT try to bluff the other vessel out of their right of way. Let the other vessel know in plenty of time what you intend to do.
10. Whenever underway, the radar must be turned on. Do not wait till fog or any other cause to shut around you. If using the short range, be sure to switch to the long range and intermediate ranges periodically.
11. Whenever underway, take a fix at a minimum of once every hour (radar, gps, visual bearing) and log it in the underway deck logbook. Always verify a fix taken with one type of gear, with information from another source and confirm sounding on the chart with the ship's depth sounder. If there is discrepancy with regards to the ship's position or the observed depth, call me.
12. Check the course on the chart every time there is a change of course on your watch. Call the Captain immediately if there is an error or the course will lead the vessel into danger.
13. This vessel is to be put into hand steering at all times a Pilot has the con, when maneuvering through a bridge and it's supports, approaching or maneuvering in locks, when within 0.5 NM of another vessel in any situation, and when you, as the officer on watch, think it necessary.
14. Call the Captain if you experience an unexpected power, steering, or other equipment failure, or

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if the ship begins to drag anchor, or you see or hear any type of distress signal.

15. Give engineers a minimum of 15 minutes notice prior to maneuvering alongside if the bowthruster is required.
16. Always check steering and engine controls prior to getting underway and maintain an active watch on VHF radio channels 16,13 and any other locally applied traffic channels (as in 14 for locks).
17. Call the Captain when anchoring at night or in limited visibility. (ie. fog, rain snow).
18. If it becomes necessary to take the vessel outside the buoyed or charted channel due to ship traffic, call the Captain immediately. Other than to let large ship traffic pass, stay in the channel.
19. Keep all log books up to date while on watch. Entries in the radio log should be made by the operator in regards to a listening watch. Log all significant communications made on either VHF or SSB radios. This includes VTS check-in and out, Distress calls and all communications with any government agency.
20. Any significant change to the ship's itinerary (ie. Change in the ship's destination or a significant change to the ship's departure or arrival time) must be approved by the Captain prior to any implementation of said plans.
21. A proper anchor watch is maintained by taking hourly observations of ranges prominent to landmarks, water depth and wind speed. Periodic observations should be taken in excess of hourly notations.
22. The officer of the watch is the Master's representative and as that representative, the safe navigation of the ship is his/her primary responsibility. He/she should at all times comply with applicable regulations for preventing a collision at sea. It is essential that the officer of the watch appreciate that the efficient performance of their duties is necessary in the interest of safety and life and property at sea and the prevention of pollution of the marine environment.
23. Please sign below indicating that you understand these standing orders, which will be supplemented by night orders each evening when the vessel is underway or at anchor when required. In signing you are also acknowledging that you have read and will comply with these guidelines. A copy of these Standing Orders is to be kept in the front cover of the logbook for reference.

_____	_____
MASTER	DATE
_____	_____
CHIEF MATE	DATE
_____	_____
SECOND MATE	DATE
_____	_____
THIRD MATE	DATE

Empress of the North

Bridge Watch Standing Orders Supplement

Underway:

- ✦ Always adhere to the COLREGS Rules of the Road
- ✦ Call the Captain anytime you are in doubt or not comfortable with a situation
- ✦ All Bridge Watch Officers shall have a thorough understanding of bridge equipment and electronics and their use
- ✦ Continually analyze meeting and crossing situations and revise necessary action required
- ✦ Always establish communications with commercial traffic whenever a meeting, crossing, or overtaking situation will be taking place
- ✦ While underway the Watch Officer will never leave the bridge unless properly relieved
- ✦ While underway a lookout / helmsman will be assigned to the bridge at all times
- ✦ While underway no visitors are to be allowed on the bridge that are not involved with the navigational watch; in accordance with 49 CFR 78.10
- ✦ Broadcast security calls at recognized positions when approaching bends and narrow channels
- ✦ Call the Captain 20 minutes prior to all dockings, lockages, or area stated in the night orders
- ✦ When the bow thruster or other machinery is needed, alert the engine room 15 minutes prior
- ✦ Call the captain anytime steering, power, or critical navigation equipment is lost

No Passing Zones:

Deck Officers shall exhibit heightened awareness and not attempt to meet, pass, or overtake other commercial traffic within the following areas without permission from the Captain

- ✦ Willamette River between the Fremont Bridge and Sellwood Bridge

Columbia River No Passing Zones

- ✦ Government Island Range and Government Island Upper Range between Fisher Quarry and Sundial Shipyard
- ✦ Within the power line crossing at Lady Island
- ✦ Washougal Lower Range and Washougal Upper Range between Reed Island and Washougal Port dock
- ✦ Multnomah Falls Bar Range between Prindle and Oneonta
- ✦ Warrendale Lower Range, Warrendale Upper Range, and Hamilton Island Reach between McGowans and Bonneville Dam lower basin
- ✦ Between Bonneville Dam upper basin and Cascade Locks
- ✦ The approaches to the Hood River Bridge
- ✦ The approaches to and area of Memaloose Island
- ✦ Between Squally Point and The Dalles lower basin
- ✦ The approaches to The Celilo Bridge
- ✦ South Channel Range Between Celilo Park and day marker "5" on Miller Island
- ✦ The approaches to Maryhill Bridge
- ✦ Preachers Eddy between Rufus and John Day Dam lower basin
- ✦ McNary Range between Umatilla and McNary Dam lower basin
- ✦ Approaches to the Upper Columbia River Railroad Bridge
- ✦ Ice Harbor Cut between Sacajawea Park and Ice Harbor Dam lower basin
- ✦ Approaches to the Lions Ferry Bridges and Tucannon Bridge
- ✦ Approaches to the Central Ferry Bridge
- ✦ Schultz Bar Range and Almota between light "30" Boyer Park

Empress of the North

Bridge Watch Standing Orders Supplement

Watch Change:

- ✦ Prior to relieving the watch, the relieving Deck Officer must have read the night orders, and have a full understanding of the following information;
- ✦ Ships present position, including navigation aids within the area
- ✦ Present course and speed; number of engines online and RPM
- ✦ Mode of steering, route being followed including next waypoint and time of course change
- ✦ Detailed information known regarding traffic in the area including expected traffic
- ✦ Any special or filtered settings of electronics, such as high clutter or FTC on the radars
- ✦ VTS information including channels being monitored
- ✦ Any mechanical or electronic deficiencies that might affect maneuvering or navigation
- ✦ Weather conditions or tide and current situations that might affect navigation
- ✦ Itinerary information affecting arrival times or speed changes
- ✦ Any other information and special instructions relating to operations or navigation needed to conduct a safe watch

Predeparture Gear Tests:

- ✦ A full predeparture gear test, in accordance with the SMS, is to be conducted and recorded in both the log and on the laminated check list before every departure
- ✦ The EOS shall be notified 30 minutes prior to conducting gear test; If possible the EOS should be informed of departure changes as they happen throughout the day
- ✦ The gear test shall be conducted 30 minutes prior to getting underway; if underway time is requested sooner than the prescribed 30 minutes, both the Captain and Chief Engineer should be notified.
- ✦ The z-drive and jet pump test procedure will consist of a 360 degree rotation in each direction, and throttle test done on both the EOS and main bridge consol and each bridge wing stations.
- ✦ When underway notify the EOS 15 minutes prior to needing the bow thruster or another generator
- ✦ When the bow thruster is passed to the bridge while underway a 360 degree rotation in each direction shall be conducted by both the EOS and bridge

Log Entries:

- ✦ The following log entries will be entered into the bridge log at the proper times; any other entries can also be made when deemed necessary by the Bridge Watch Officer
- ✦ Name of Watch Officer on duty
- ✦ Vessel position at least once every hour
- ✦ Log all safety drills in red ink (see example from SMS manual)
- ✦ Completion of predeparture and prearrival check lists including drafts at each departure
- ✦ Passenger count daily
- ✦ Wind in excess of 35 knots, or extreme weather occurrence / change
- ✦ Reduced visibility, including action taken

Restricted Visibility:

- ✦ Call the Captain anytime visibility is reduced to less than a quarter of a mile
- ✦ Sound the appropriate fog signal when in an area where other vessels operate
- ✦ If deemed necessary post a second lookout and reduce speed

General:

- ✦ No meals are to be eaten on the bridge; bridge watch personnel will be relieved at mealtimes
- ✦ No smoking on the bridge wings while passengers are present on deck
- ✦ When on watch on the bridge with passengers onboard a proper uniform will be worn

I have read and understand the standing orders sections from the SMS and the Captain's supplement

[Redacted Signature]

Master

5/31/06

Date

[Redacted Signature]

Chief Mate

8-8-06

Date

[Redacted Signature]

Second Mate

8-10-06

Date

[Redacted Signature]

Third Mate

7/25/06

Date

[Redacted Signature]

Watch stander

10/29/06

Date

[Redacted Signature]

Watch stander

10/31/06

Date

Watch stander

Date

Watch stander

Date